

## **University Assessment Committee**

**Minutes: Monday, January 7, 2008**

2 p.m. meeting in the Mandan Room of the Memorial Union

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Members in attendance: Bakr Aly Ahmed, Russ Danielson, Pam Hansen, Bob Harrold, Bonnie Klamm, Allyn Kostecki, Harriett Light, Chris McEwen, Charles Okigbo, Larry Peterson, David Scott, Bill Slanger, Donna Terbizan. Vacant: D&CE, Grad Student, One Undergraduate Student.

### **Items on the proposed agenda for this meeting included:**

1) Approval of minutes from the meeting of November 5, 2007, which were distributed electronically on January 3, 2008.

Harriet Light moved to adopt; Donna Terbizan seconded the motion. Minutes were approved by a unanimous vote.

2) Additions to the proposed agenda and announcements:

A) No additions and updates to the proposed agenda.

B) See Unfinished Business for discussion of Wagner College handouts provided by Larry Peterson. See New Business for discussion of meeting handouts provided by Bob Harrold.

C) Larry Peterson had no General Education Committee announcements.

D) No items presented by members of the University Assessment Committee.

3) Subcommittee activities: Subcommittees held breakout discussions and then reported to full committee.

A) Education and Training Subcommittee. (Pam Hansen, Charles Okigbo, Bill Slanger, Bob Harrold).

Subcommittee plans to have survey sent by February 1<sup>st</sup>, data analyzed by March 1<sup>st</sup>, and focus groups later in March.

B) University-wide Assessment Plan Subcommittee (David Scott, Andrea Hanson, Bonnie Klamm, Ken Magel, Bob Harrold).

Subcommittee is working on various parts of the assessment plan and then plans to integrate the parts into a complete document.

C) No items presented by members of the University Assessment Committee.

4) Unfinished Business:

A) Proposal to add a second evaluation to assessment reports (from Sept 10;

Bonnie Klamm).

Bonnie Klamm handed out for committee discussion a proposed for assessment reviews to include historical information on previous reviews, e.g., rating, strengths, and weaknesses. It was suggested that weaknesses should be replaced with areas for improvement.

Larry Petersen discussed the Wagner College handout, which was a departmental assessment progress rubric.

Committee discussed the merits (or lack of) of the two documents. Of the merits, B. Slanger commented that use of the measures would lead to improvement. Questions were raised about who would complete?

Bob Harrold, Bill Slanger, and B. Klamm will review the two documents and the information content. Also, they will prepare summary information in graphical format for next meeting.

B) No items presented by members of the University Assessment Committee.

5) New Business:

A) Handouts discussed by Committee:

**Progress on Reviews**

**Evaluation scores** – Individual scores and averages were discussed. Variation within department/units was discussion. The average score current year for reports submitted was 6.25. Some departments/units may combine future reports. For example, Pharmacy Science and Pharmacy Practice will combine for undergraduate but file separate graduate reports. It was noted that within Apparel, Design, Facility & Hosp Mgmt, that Interior Design successfully completes assessment by using portfolio reviews of sophomores and seniors.

The question was raised as to who is responsible for assessment education given turnover in faculty. Bob Harrold responded that the department chairs and the UAC have that responsibility, although it is the Chair's philosophy that drives the success of assessment.

There was a brief discussion on PTE documents, teaching, research, and class sizes.

**Record of Assessment Reports Received by the UAC** – Bob Harrold discussed handout and noted that there will be many reports submitted in January. Committee members that want to review more than one report should notify B. Harrold.

**Chronicle of Higher Education.** Departments Should Learn to Assess Themselves, Economists Say.

**Newton, One-on-one** (from Harvard Journal – Summer 1995). Article about physics professor, Eric Mazur, who used selected tools in classroom to improve student learning.

**Expected Proficiencies for Undergraduate Economic Majors** by W. Lee Hansen. (Summer 2001. Journal of Economic Education).

Larry Peterson pointed out that the proficiencies listed on page 232 are pretty much applicable to all majors.

Bob Harrold pointed out that the article provides useful information about learning outcomes.

B) No items presented by members of the University Assessment Committee.

6) Other items as presented by members of the University Assessment Committee.

Bill Slinger shared Margaret Spellings (U.S. Secretary of Education) belief that for the US to stay a world power will require education.

Meeting adjourned at 2:55

Recorder: Bonnie K. Klamm  
1-7-2008

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UAC Web-site: <http://www.ndsu.edu/ndsu/accreditation/assessment/index.shtml>

Future meetings: February 4, 2008 (Mandan Room), March 10, 2008 (Rose Room), and April 7, 2008 (Mandan Room). All meetings are scheduled for 2 p.m.